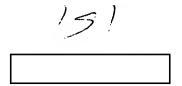
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Deputy Recru	y Director of itment & Place	7 February 1968 Personnel for cement - Mr.
5E67	Hqs.	

For your retention. Copies of your memorandum and of the ads were sent to General Counsel, Director of Security, and to the Assistant to the Director.



STAT

7D02 Hqs.

Distribution:

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MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT

: Agency-Identified Recruitment Advertising

- 1. This memorandum submits a recommendation for your approval; this recommendation is contained in paragraph 5.
- 2. In order to encourage the application of more people with education, training, and experience of possible interest to the Agency, we need to make our interests more broadly known. Our present recruitment brochure, while well-suited for use on college campuses and in responding to "write-in" applicants, is too expensive for wider use.
- 3. The attached proposed brochure-application form gives a brief description of the Agency's mission, its personnel requirements, and provides a convenient way for potential applicants to furnish us with sufficient information about himself to judge whether we should pursue him seriously as an employment candidate. We propose to use this form at U. S. Civil Service Information Centers, military discharge points, professional association conventions, state employment offices and on college campuses.
- 4. The Recruitment Advertising Committee has reviewed and endorsed this proposed form.
- 5. It is recommended that you approve the attached brochure-application form for publication and use as described above.

ABA Manuett D. Monols

Emmett D. Echols Director of Personnel

Att.

Concur:

SIGNED R. L. Bannerman	3 0 JAN 1968
R. L. Bannerman Deputy Director for Support	Date
recommendation contained in paragraph 5	is approved:
5 /3 W.C.	

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